

Casper Events Center

Wyoming's Center of Entertainment



Owned by the City of Casper, Wyoming



PROMOTER PACKET

#1 Events Dr—Casper, Wyoming 82601

PO Box 128—Casper, WY 82602—0128

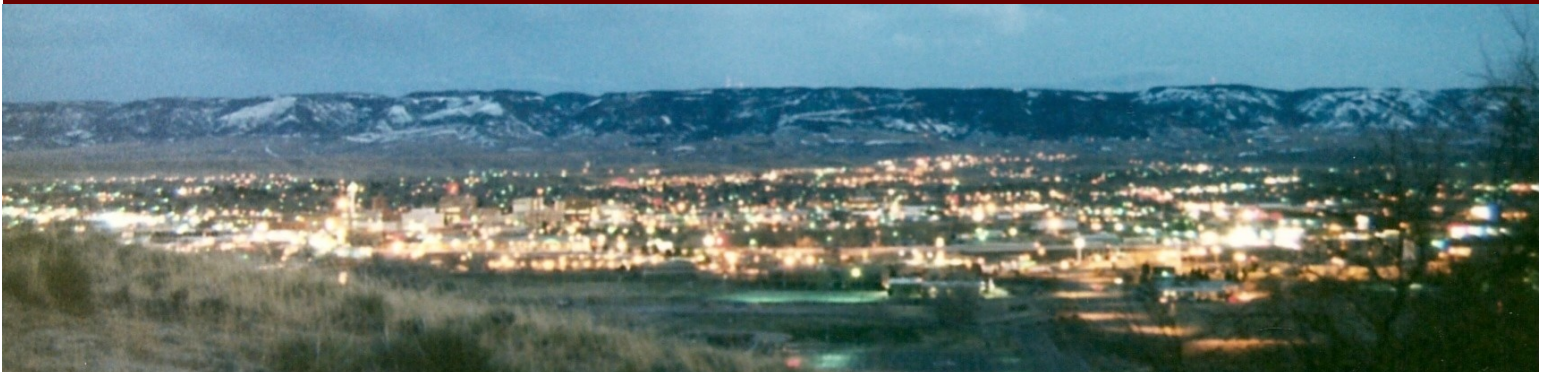
www.CasperEventsCenter.com—(307) 235-8441—Fax: (307) 235-8445

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Home of the:



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<u>Title/Position</u>	<u>Name</u>	<u>Phone</u>	<u>Email</u>
Building Manager	Brett "Bud" Dovala	(307) 235-8441	bdovala@cityofcasperwy.com
Office Coordinator	Kendra Ziler	(307) 235-8441	kziler@cityofcasperwy.com
Marketing & Promotions Manager	Anna Wyttenback	(307) 235-8456	awyttenback@cityofcasperwy.com
Financial Specialist	Shirley Sheehan	(307) 235-8444	ssheehan@cityofcasperwy.com
Accounting Technician	Pam Cundy	(307) 235-8443	pcundy@cityofcasperwy.com
Box Office Manager	Kristina Olson	(307) 235-8432	kolson@cityofcasperwy.com
Operations Supervisor	Paul Hanson	(307) 235-8458	phanson@cityofcasperwy.com
Events Coordinator	Matt Hinds	(307) 235-8449	mhinds@cityofcasperwy.com
Maintenance & Technical Crew Chief	Brad Barr	(307) 235-8468	bbarr@cityofcasperwy.com
Concessions, Catering and Novelty Manager	Al Moerke	(307) 235-8459	amoerke@cityofcasperwy.com
Assistant Concessions, Catering and Novelty Manager	Candie Buckallew	(307) 235-8451	cbuckallew@cityofcasperwy.com

*Contact Brett Dovala or Kendra Ziler for booking information and availability.

**Contact Matt Hinds for show advancement.



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About the Facility:

If it's happening in Wyoming, chances are it's happening at the Casper Events Center. Built high on a hill overlooking the city, Casper Mountain, and the scenic Platte River Valley, the Casper Events Center lends new meaning to the term "accommodating." Each year, approximately 240,000 people attend a concert, tradeshow, conference, or sporting event at our facility.

A world of entertainment in the heart of the Rockies.

Located nearly equidistant between Billings, Rapid City, Salt Lake City, Denver, Omaha, and Boise, Casper is the ideal location for regional conventions, tradeshows, and special events. In years past, the Events Center has been proud host of a wide variety of theatrical and musical acts, ranging from big-name recording artists (such as Reba McEntire, Rob Zombie, Alice Cooper, ZZ Top, BB King, Sir Elton John, and Carrie Underwood) to the highly successful Broadway In Casper series. The Events Center is also home for major sporting events including the College National Finals Rodeo, Indoor Football League Games and State High School Tournaments.

Central to your success.

The Casper Events Center is utilized approximately 200 days a year. Whether you are looking to hold a sporting event, rodeo, concert, banquet or conference, you are sure to find that the Events Center will exceed your expectations. Our flexible spaces – exhibit halls, classrooms, meeting rooms, theatres, sporting arena, concert stage – allow each event a chance to be staged in the most professional manner. We also offer a full service catering kitchen, alcohol service, concession stands and a friendly, experienced staff ready to help make your next event a success.

Wyoming's recreation and entertainment destination.

Nestled in the shadow of Casper Mountain, where the great rolling prairies of the upper Midwest meet the majestic grandeur of the Rocky Mountains, Casper is Wyoming's shopping, entertainment and media center. The mountains, rivers, and lakes near Casper offer abundant opportunities for outdoor recreation including skiing, boating, hiking, camping, golfing, hunting and fishing. An ice arena, baseball and football teams, fine museums, movie theatres, nightclubs, and a theatre for the performing arts provide for indoor relaxation. Casper features numerous hotels and motels, a large shopping mall, and countless quality dining establishments to offer every amenity for visitors to the city. Both Natrona County International Airport and Interstate 25 provide convenient access to Casper.



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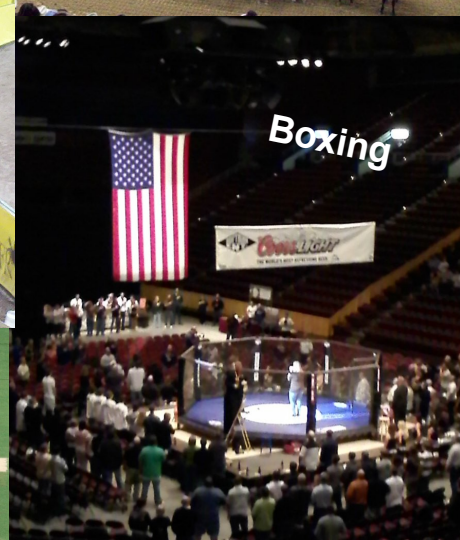


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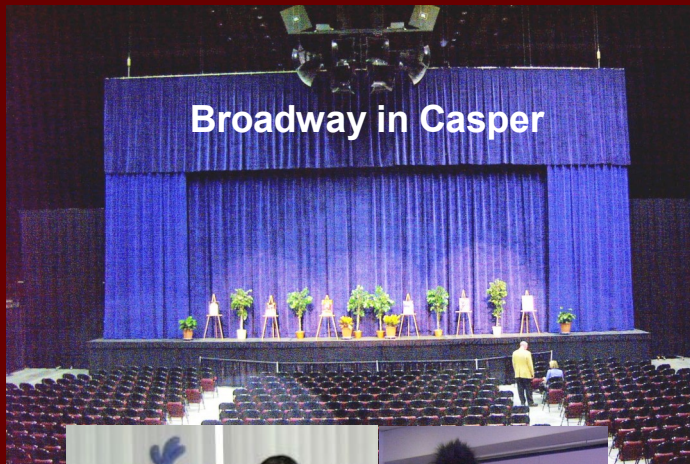
Sporting Events:



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Broadway in Casper



Holiday Parties



Choir Concerts



Family Shows



Tradeshows



Conferences



Graduations

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Arena Dimensions:

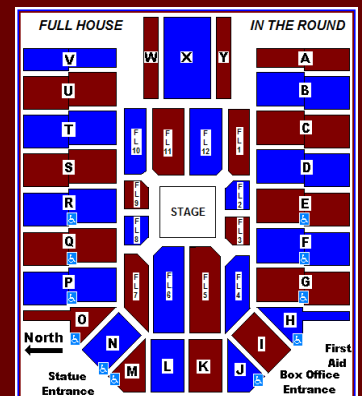
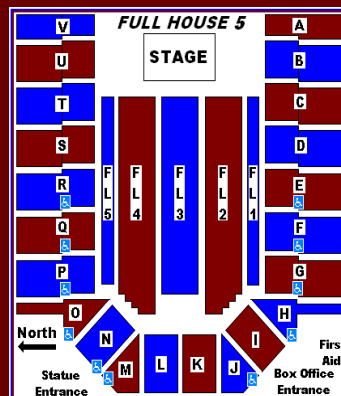
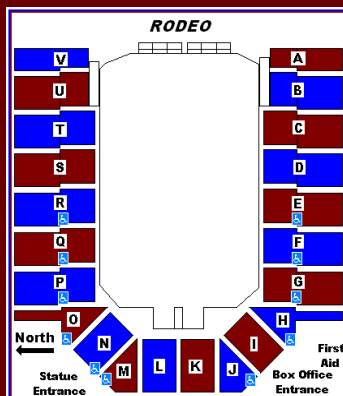
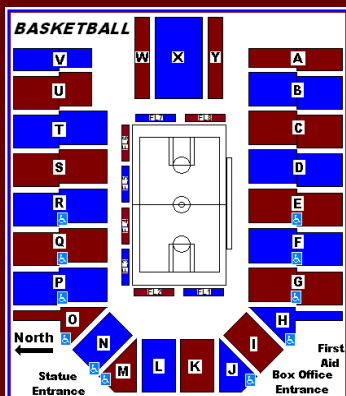
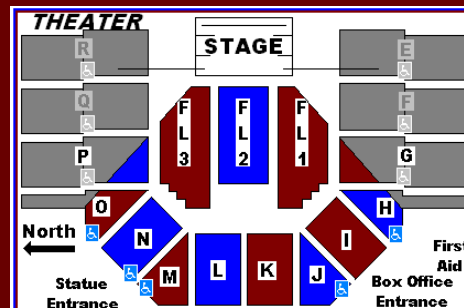
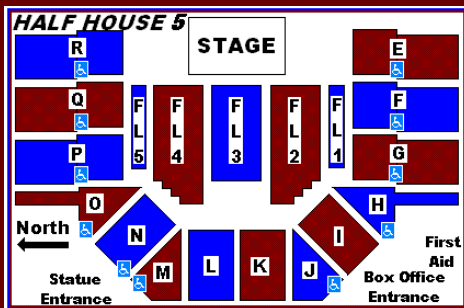
The shape of the arena is basically that of a horseshoe, with retractable seating to allow greater flat floor space. The overall floor dimensions are 235 feet in length, 120 feet in width (with seats retracted) and 87.6 feet in height. The trusses span a total of 294 feet to produce a column-free arena and spectator space; 57.5 feet being the lowest point above the main floor.

Arena Seating Capacity(*):

All seating is totally unobstructed and upholstered.

4,400	reserved seats for half-house
2,800	reserved seats for theater (full proscenium stage)
7,600	reserved seats for ice shows
8,800	reserved seats for basketball
7,300	reserved seats for rodeo
9,700	reserved seats for concerts
10,400	reserved seats for concerts in the round
10,000	reserved seating for wrestling and boxing

* Seating numbers are general estimates subject to individual event set-up requirements



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Rigging:

The ceiling of the Casper Events Center features totally exposed iron trusses and a single level catwalk system. With a ceiling-to-floor height of 87.6 feet, the rigging possibilities are nearly limitless. For full-house concerts, a grid at the East End of the arena has standard weight limit of 32,000 pounds.* For theatrical and half-house concert presentations, a center grid allows as much as 12,000 pounds* to be flown. For theatrical presentations, an electric winch system provides up to 15 line sets with a capability of up to 1,000 pounds each.

* These weight capabilities are standard. Up to 100,000 pounds may be flown depending on snow load on building. Weights in excess of 32,000 pounds must be approved by city engineer.

Lighting:

General: Arena lighting is provided by 104 1KW Mercury Vapor and 16 1KW Incandescent lamps on six (6) non-dimmable circuits. Levels of 90-foot candles can be achieved on the arena floor. These levels decrease to 40-foot candles on the 35th row above the arena floor. The color temperature is approximately 4,400° Kelvin.

Theatrical: A modest theatrical lighting package is available, which includes the following instruments:

50	750 watt	ETC Source Four	Par Fixture
24	750 watt	ETC Source Four	10 Degree Leko
30	750 watt	ETC Source Four	14 Degree Leko
5	3 x 750 watt	Colortran	3 Circuit Cyclorama Light
8	1600 watt	Strong Xenon Super Trooper	

Theatrical lighting (except for Super Troopers) is controlled by ETC 24/48 Express console.

Sound System:

The principal sound reinforcement system is designed for sporting events, although it has sufficient flexibility to adequately handle less demanding conference, theatrical, and concert presentations. From the control room located on the concourse level, a 32 input Allen & Heath GL4000 console feeds: 1) a biamped constant directivity central cluster powered by 4, QSC GX5 amplifiers; 2) a Phonic Ear brand dedicated FM Hearing Impaired System; 3) as many as four (4) stage monitor mixes to as many as eight (8), Altec and Electro Voice monitor speakers; 4) a concourse/entrance sound system; 5) a distributed low-level system in the conference and meeting rooms; and, 6) a dressing room monitor system.

A compliment of 25 Audio-Technica, Crown, Countryman, Electro Voice, and Shure microphones is available to cover most applications. Playback facilities include Stereo Cassette and CD players. Limited signal processing is available.

A Clear-Com brand intercom system allows communication between the control room, spotlight baskets, arena floor, and star's dressing room. An interface is available to connect lessee's two-, three- or four-wire systems.

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Power:

Theatrical: Three phase 120/208-volt power is available from three locations with the following relationships to the standard full house concert stage:

225 amperes at 84' Stage Left of USC

200 amperes at 82' Stage Right of USC

400 amperes at 62' Stage Right of USC

Individual 800, 400, 200 & 200 ampere services at 90' Stage Left of USC. (these are shared service from 1200 ampere main service breaker)

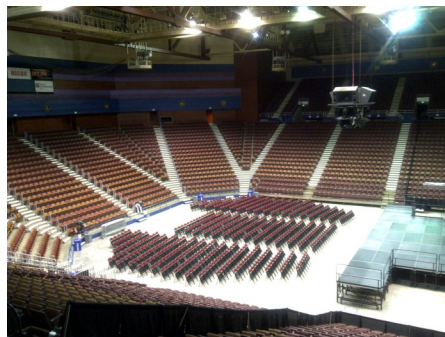
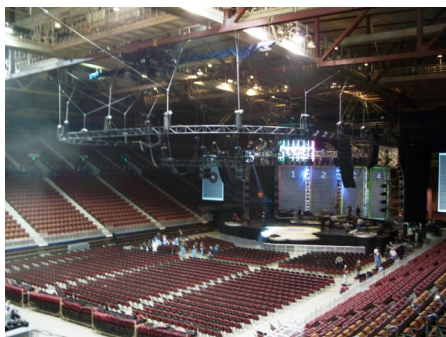
House can provide 3-phase cable with CAM-LOK connectors for runs up to 450 feet. If a feed of more than 450 amps is required, however, all house cable will be used to provide the 400+ amp feed, and lessee must provide all cables and tails for the smaller feeds. In addition, there is one three phase 277/480-volt ampere feed located under section "G" in the service corridor.

Service Accesses:

The Casper Events Center is equipped with three service accesses, with two located on the main event level and one on the concourse level. Main entrance is twenty feet by twenty feet (20' x 20') with an additional twelve by eighteen foot (12' x 18') door located at the opposite end of the building expediting load-in and unloading. An additional bonus is the twelve foot by twelve foot (12' x 12') access door located on the north main concourse. There is no loading dock.

Staging & Theatrical Equipment: Note: Lagging into the stage deck is not permissible

Up to 3,840 sq. ft. of Stageright 4' x 8' adjustable, portable staging is available to be placed according to Lessee's production requirements. A modest complement of soft goods, including Grand Drapes, Teasers, Tormentors, Valances, and a Cyclorama & Scrim are available for theatrical presentations. 9'x12' and 20' x 20' projection screens are also available at an additional cost. A 30' x 30' portable SICO dance floor is also available.



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Dressing Rooms/Lockers:

The Casper Events Center has eight (8) dressing rooms available with one (1) additional luxurious star's dressing room, equipped with private shower and cable television for entertainer's convenience.

	<u>Description</u>	<u>Size</u>	<u>Sink</u>	<u>Toilet</u>	<u>Shower</u>	<u>Mirrors</u>	<u>Distance to Stage</u>
1.	Private	480 ft ²	Yes	Yes	Yes	Yes	60'
2.	Chorus	454 ft ²	Yes	Yes	Yes	Yes	109'
3.	Chorus	519 ft ²	Yes	Yes	Yes	Yes	131'
4.	Athletic	579 ft ²	Yes	Yes	Yes	No	109'
5.	Athletic	671 ft ²	Yes	Yes	Yes	No	131'
6.	Private/Production	121 ft ²	No	No	No	Yes	109'
7.	Private	121 ft ²	No	No	No	Yes	109'
8.	Private	121 ft ²	No	No	No	Yes	131'
9.	Private	121 ft ²	No	No	No	Yes	131'

All rooms are secured backstage.

Parking:



Fourteen (14) (9 paved/5 graveled) lighted parking lots can accommodate 3,600 vehicles. All lots are adjacent to the Casper Events Center. A lighted helipad is also available. The total parking space is 61,000 ft² in Service Yard. The Service Yard is secured space. Parking permits are not required.

There will be a \$2.00 Parking Fee per ticket issued. If the Events Center does not sell tickets, there will be a \$1.00 charge per turnstile count. This cost shall be levied as an additional charge above and beyond rent.

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Special Services and Equipment:

- Full service catering kitchen. Banquets from 50 to 1,700 persons
- Convention booth equipment provided in-house (tables, chairs, carpeting, exhibit draperies.)
- Eight (8) Xenon Super Troopers
- Four (4) permanent concession stands, with portables available
- Show office for building lessees
- 1,900 portable Krueger chairs, along with 200 – 5' round tables, 160 - 30" x 96", 100 - 30" x 72" and 120 – 18" x 72" exhibit tables
- Robbins basketball floor can accommodate pro, college, and high school basketball
- Four (4) Sport Court Volleyball courts for exhibition games, college and high school
- Two (2) CAT 4,600 pound capacity propane forklifts.
- In-house advertising placement service using Casper Events Center's low contract rates
- Completely climate controlled building
- Service yard equipped with three (3), 50 amp, 120/240 volt electric services for motor homes, tour busses, trailers, etc.
- A limited number of assignable phone lines
- In-house closed circuit television wiring with monitors positioned at the permanent concession stands
- Wireless internet access is available

Staffing Services:

The Casper Events Center provides all staff services required to stage an event at competitive rates. This personnel includes box office services, security, medical, stagehands, maintenance, ushers and registration personnel, food and beverage personnel for catering, concessions, and bars, etc.

Copyright License Fees

Promoters must have own License Agreements with ASCAP, BMI, and SESAC and are responsible for all fee payments. Please contact the Casper Events Center Box Office with any questions or concerns.

Advertising Placement

The Casper Events Center can place all advertising using contract rates for a fee of fifteen percent (15%) of the net advertising budget. An additional deposit equal to the cash amount of the advertising placed on your behalf is required. There is a charge of \$150.00 for poster distribution (100 posters) plus the cost of poster copies.

Group Sales

As an extra service, the Casper Events Center can provide group sales solicitation for a fee of ten percent (10%) of the gross group ticket sales, plus postage and printing costs incurred.



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Dates, Deposits and Rental Rates:

Information regarding available dates and current rental rates may be obtained by calling the Events Center Administrative Office at (307) 235-8441. We will tentatively "hold" your requested date(s). However, if another tenant requests your date or a portion thereof, you will be required to execute a contract and submit the required deposit or release the date. Deposit amount is equal to the first day rental fee and is refundable after it has been determined there is no building damage or unpaid expenses at the completion of the event.

Settlement and Payment Policy:

All charges due the Casper Events Center are payable on demand at the completion of tenant's event.

Date Protection Policy:

If determined by the Events Center management that a second event attempting to be booked is substantially similar to an existing scheduled event, the Events Center will grant appropriate protection prior to and after an event.

Liability Insurance:

The City requires all tenants of the Casper Events Center to provide a certificate of insurance that includes the policy endorsement page showing the City of Casper and its employees as additional insured. The City of Casper needs to be shown as the certificate holder. (City of Casper; 200 North David; Casper, Wyoming 82601). Please make sure the name and date of the event are shown on the certificate. The City also would like a 30 day written notice of cancellation.

Signage Rights:

The Casper Events Center owns all signage rights inside and outside of the arena. Advertising signs or banners that tenants wish to display must be pre-approved by management.

Items Not Permitted:

Please be advised that no carry-in items will be allowed and garments will be inspected at the entrances. The unauthorized sale or distribution of T-shirts, novelties or printed material on the Events Center grounds is strictly prohibited. No pets or animals will be allowed in the facility with the exception of service dogs. For the safety of the public, ticket holders are prohibited from carrying large handbags, coolers, bottles, cans, laser pointers, knives, firearms or fireworks into the facility. Helium Balloons are prohibited from being sold, carried-in or used as decoration for any show.

No Re-Entry Policy:

Once a guest leaves the Events Center during an event, there is no re-entry permitted.

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RATES FOR COMMERCIAL TICKETED EVENTS

FULL ARENA \$3,500 vs 10% - \$8,500 Cap

Plus, Box Office Fees 3% - \$2,500 Cap

Plus, Parking Fees \$2.00/Ticket
Non-Ticketed Events \$1.00/Turnstile Count

Plus, Reimbursable Labor and Equipment As listed on Exhibit A

HALF HOUSE ARENA \$2,500 vs 10% - \$5,500 Cap

Plus, Box Office Fees 3% - \$2,000 Cap

Plus, Parking Fees \$2.00/Ticket
Non-Ticketed Events \$1.00/Turnstile Count

Plus, Reimbursable Labor and Equipment As listed on Exhibit A

THEATRE PACKAGE \$2,500 vs 10% - \$4,500 Cap

Plus, Box Office Fees 3% - \$2,000 Cap

Plus, Parking Fees \$2.00/Ticket
Non-Ticketed Events \$1.00/Turnstile Count

Plus, Reimbursable Labor and Equipment As listed on Exhibit A

SECOND FLOOR 10% of Ticket Sales - \$800 Minimum

Plus, Box Office Fees 3% - \$350 Minimum

Plus, Parking Fees \$2.00/Ticket
Non-Ticketed Events \$1.00/Turnstile Count

Plus, Reimbursable Labor and Equipment As listed on Exhibit A



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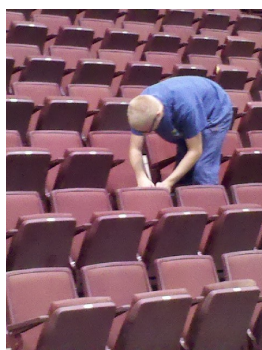


Personnel

Event Supervisor.....	\$24.00 per hour
Security Worker.....	\$13.50 per hour
Security Chief.....	\$17.00 per hour
Stagehand.....	\$18.00 per hour
Stagehand Supervisor	\$26.00 per hour
Rigger.....	\$28.00 per hour
Electrician.....	\$29.00 per hour
AV Technician	\$21.00 per hour
Houseman.....	\$17.00 per hour
Usher	\$12.00 per hour
Head Usher	\$16.00 per hour
Ticket Seller Supervisor	\$17.00 per hour
Ticket Seller	\$15.00 per hour
Police	\$60.00 per hour
First Aid	\$19.00 per hour
First Aid Supervisor.....	\$24.50 per hour
Maintenance Worker	\$12.00 per hour
Maintenance Supervisor	\$17.00 per hour
Piano Tuner	Prevailing Rate
Runner with Vehicle	\$125/up to 8 hrs; \$170.00/8-12 hrs;
.....	\$200/over 12 hrs.
.....	Plus \$50 Fuel Charge

NOTE: All hourly labor rates will be calculated at 1-1/2 times on any official City holiday. Stagehands receive a minimum of 4 hours pay for the 1st call of the day and a minimum of 2 hours pay for the 2nd call of the day. A meal break must be given before end of 5th hour. Meal break to be 1/2 hour if food is provided otherwise, a one hour minimum break is required. Stagehands receive 1-1/2 times the hourly rate over 8 hours.

***Rates as of July 2011



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Equipment

Staging (4'x8')	\$10.00 per section per show, concert setup \$515
Barricade (4').....	\$235.00, includes setup
Electrical Service Charges	\$235.00 per day
Sound System.....	\$150.00 per show, plus operator
Microphone-Wireless	\$50.00 per day
Vehicle/Trailer Electrical Hook-up	\$25.00 per day, per unit
Forklift (Does not include operator).....	\$50.00/hr, one hour min. or \$250 per 8 hr/day
Wristbands (required for concerts with floor tickets)	20¢ per wristband
Theater Equipment Package	\$450.00, includes drapery hanging
Xenon Follow Spots	\$50.00 each per show, plus operator
Robbins Portable Basketball Court with Spalding Backboards ..	\$520.00, includes setup
Volleyball Court	\$235.00 per court, includes setup
Baldwin Grand Piano	\$100.00 per show, plus tuning
Towels.....	\$1.00 each (\$5.00 if not returned or damaged)
Padded Folding Chairs	\$2.00 each, per show
Tables	\$10.00 each, per show
Table Cloths	\$5.00 each, per show
Table Skirting	\$5.00 each, per show
Big Screen (20'x20')	\$200.00 per show, includes standard installation
9'x12' Projection Screen.....	\$50.00 per show
Multi-Media LCD Projector	\$75.00 per day
Television	\$25.00 per show
VCR or DVD.....	\$20.00 per show
Oxygen and Masks	\$30.00
Sofa; Love Seat; Chair and Ottoman	\$35.00
Coffee Table	\$10.00 per unit
End Table and Lamp.....	\$20.00
Floor Lamp	\$15.00
Trees.....	\$15.00 per unit
Show/Building Passes	20¢ per pass
30' Genie Lift.....	\$50.00 for 4 hours; \$80 per 8 hr/day
Copies – 8 1/2" x 11".....	\$.10 each Black & White, \$.25 each Color
Copies – all other sizes	\$.25 each Black & White, \$.50 each Color
Clean Up Charges - Dirt Event.....	\$1500.00
Phone/Fax Line - Restricted credit card/collect.....	\$50.00 installation fee, as available
Phone/Fax Line - Unrestricted Line.....	\$175.00 installation fee, as available
Wireless Internet Access – Advance Order	\$35.00 per device
Wireless Internet Access.....	\$200 flat fee - must order 3 business days prior

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Novelties/Merchandise:

The City of Casper is the exclusive novelties/merchandise vendor of the Casper Events Center.

Concessions/Catering:

The City of Casper is the exclusive concessions/catering vendors of the Casper Events Center.

There are four (4) permanent large concession stands, four (4) permanent beer stands, and up to four (4) portable full-service bars. The Casper Events Center holds a full retail liquor license allowing for the sale of wine, beer and liquor. There is also a full service kitchen and equipment capable of servicing up to 2,000 banquet patrons.

Contact: Al Moerke; (307) 235-8459; amoerke@cityofcasperwy.com
Candie Buckallew; (307) 235-8451; cbuckallew@cityofcasperwy.com

Box Office:

The Box Office at the Casper Events Center utilizes Paciolan Computerized Ticketing Software. Paciolan is an innovative box office and event management company, offering fully integrated ticketing and marketing solutions. The ticketing system provides standard and customized promoter reports, including ticket audits, settlement reports, and automated daily ticket counts. Additionally, Paciolan hosts the PACmail email marketing solution that assists in the distribution of targeted, personalized communications to customers to drive online ticket sales and strengthen customer relationships. Janam Scanners are utilized at the entrance doors allowing for real-time attendance numbers and live validation of tickets.

The Box Office has a total of seven (7) windows, of which four (4) are located outside, and three (3) are inside. In addition, a satellite box office with two (2) windows can be put into operation. Tickets can also be obtained by phone, by mail order, and online at www.CasperEventsCenter.com. Tickets ordered by phone or online can be automatically fulfilled using our Print-At-Home service, mailed, or held in will-call and redeemed with a valid photo ID and presentation of the purchasing credit card.

Box Office Hours of Business: 11:30 a.m. to 5:00 p.m.; Monday through Friday

Day of Show Hours: 4 Hours prior to doors, until half time or intermission

Payment Accepted at the Box Office: Cash, Local Check, Mastercard, Visa, and Discover and debit cards are acceptable forms of payment. A valid Photo ID must be presented with all credit card and check sales. All sales are final. No refunds or exchanges.

Local and State Sales Tax: 5%

Ticket Count Contact: Kristina Olson; (307) 235-8432; kolson@cityofcasperwy.com

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www.CasperEventsCenter.com—(307) 235-8441—Fax: (307) 235-8445



Casper Events Center

Wyoming's Center of Entertainment



Annual Events Include:

- ◆ API Chili Cook-Off
- ◆ Bridal Extravaganza
- ◆ Broadway in Casper Series
- ◆ Boys and Girls Club Fundraiser Breakfast
- ◆ Boys and Girls Club Reverse Raffle Banquet
- ◆ College National Finals Rodeo
- ◆ College and High School Commencements
- ◆ High School Art Symposium
- ◆ Home and Garden Show
- ◆ Wyoming First ® Lego ® League Robotics Competition
- ◆ Monster Trucks, Mud Bogs, and Demolition Derby
- ◆ State High School Sport Tournaments including: Basketball, Volleyball, Wrestling, and Cheerleading/Spirit Competition
- ◆ State High School Marching Band Competition
- ◆ Wyoming Cavalry Indoor Football
- ◆ Wyoming Hunting and Fishing Heritage Expo
- ◆ Wyoming Women's Expo



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Local Accommodations



A complete list of lodging, dining, and other accommodations is available online at www.casperwyoming.info or by calling the Casper Area Convention and Visitors Bureau at 800-852-1889.

The JJM Group Hotels listed below are the official Host Hotels of the Casper Events Center. Please contact them for special Events Center rates.

Hampton Inn & Suites

1100 N. Poplar St
Casper, WY 82601
Phone: (307) 235-6668
Phone: (800) 426-7866
www.hamptoninn1.hilton.com



Hilton Garden Inn

1150 N. Poplar St
Casper, WY 82601
Phone: (307) 266-1300
www.hiltongardeninn.hilton.com



LaQuinta Inns and Suites

400 West "F" St
Casper, WY 82601
Phone: (307) 265-1200
www.lq.com



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